

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Owner Change Order for Emmett Sapp Builders Inc.

REQUESTED ACTION: Request BOCC to sign Owner Change Order

☐ Work Session (Report Only)

DATE OF MEETING: 5/11/2010

☒ Regular Meeting

☐ Special Meeting

CONTRACT: ☒ N/A

Vendor/Entity: Emmett Sapp Builders
Inc

Effective Date: 12/8/2009

Termination Date: 8/20/2010

Managing Division / Dept:

Facilities Development and Maintenance

BUDGET IMPACT: \$58,948.21

☐ Annual

FUNDING SOURCE:

Capital Outlay Construction Fund

☒ Capital

EXPENDITURE ACCOUNT:

307-010-511-6506

☐ N/A

HISTORY/FACTS/ISSUES:

These change orders are requesting modifications in the scope of services as follows:

Change Order #3: Adding door frame and hardware to the stair case pursuant to the building code.

Change Order #4: Adding seven days due inclement weather.

Change Order #5: Deleting hollow metal frames and wood doors, and providing aluminum frames and doors to match existing surroundings.

Change Order #6: Provide site lighting which was originally outside the scope of work.

**SUMTER COUNTY BOCC
CHANGE ORDER FORM**

PROJECT: Sumter County Service Center CR 139	CHANGE ORDER NUMBER: 3
CR 139 Sumter County FL	DATE: 11-May-10
Wildwood FL 32162	ARCHITECT'S PROJECT NO.: 921
TO CONTRACTOR: Emmett Sapp Builder's Inc	CONTRACT DATE: 8-Dec-09
4430 NE 83rd Rd	CONTRACT FOR: \$5,389,945.00
Wildwood FL 34785	

The Contract is changed as follows: ESB Change Request #2 (Attached)

As per Architects ASI 1-1 dated December 17, 2009, we are requesting a Change Order for adding one Door, Frame and associated Hardware to Fire Stair Room 1048 as detailed in the Architects response to RFI 12 dated January 12, 2010.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	\$5,389,945.00
Net change by previously authorized Change orders	(\$72,298.60)
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$5,317,646.40
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$1,738.96
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$5,319,385.36
The Contract Time will be (increased) decreased) (unchanged) by	0 Days
The date of Substantial Completion as of the date of this Change Order therefore is	13-Aug-10

KP Studio Architect P.A.
ARCHITECT
537 NE 8th Ave
Address
Ocala FL 34470

Emmett Sapp Builders Inc
CONTRACTOR
4430 NE 83rd Rd
Address
Wildwood FL 34785

Sumter County BOCC
OWNER
910 N Main St, Room #201
Address
Bushnell FL 33513

BY

Larry C. Krietemeyer - President

BY

Emmett Sapp Jr. - President

BY

Doug Gilpin - Chairman

DATE

DATE

DATE

CO #3

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request

To: Ed Plaster
KP Architect Studio
537 NE 8th Avenue
Ocala, FL 34470
Ph: (352)622-7163 Fax: (352)622-6556

Number: 2
Date: 1/28/10
Job: 09-39 Sumter County Service Center
Phone:

Description: Added Door, Frame and Hardware

We are pleased to offer the following specifications and pricing to make the following changes:

As per Architects ASI 1-1 dated December 17, 2009 we are requesting a Change Order for adding one Door, Frame and associated Hardware to Fire Stair Room 1048 as detailed in the Architects response to RFI 12 dated January 12, 2010.

The total amount to provide this work is \$1,738.96
(Please refer to attached sheet for details.)

Please note that Emmett Sapp Builders Inc will require an extra 0 days.

If you have any questions, please contact me at (352)748-1949.

Submitted by: Shelton Crow
Emmett Sapp Builders, Inc.

Approved by: _____
Date: _____

Cc: Bill Miller

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

**Change Request 2 Price Breakdown
Continuation Sheet**

Description: Added Door, Frame and Hardware

Description	Labor	Material	Equipment	Subcontract	Other	Price
CO to add one each Door, Frame & Hardware as per ASI 1-1 Dated 12/15/09	\$110.00	\$1,546.15				\$1,656.15

Subtotal: \$1,656.15

\$1,656.15 5.00% \$82.81

Total: \$1,738.96

LUMBER • BUILDING MATERIALS • TRUSSES
ARCHITECTURAL DOORS & HARDWARE
HOLLOW METAL • DIVISION 10 SPECIALTIES

PHONE: 407-298-5600 FAX: 407-578-2881

REQUEST FOR CHANGE ORDER

Change Order #: 1

30403

TOTAL	\$1,445.00
ORIGINAL AMOUNT	\$65,846.00
PREVIOUS CHANGES	
NEW TOTAL	\$67,291.00

DATE: _____ BY: _____ TITLE: _____

**SUMTER COUNTY BOCC
CHANGE ORDER FORM**

PROJECT: Sumter County Service Center CR 139	CHANGE ORDER NUMBER: 4
CR 139 Sumter County FL	DATE: 11-May-10
Wildwood FL 32162	ARCHITECT'S PROJECT NO.: 921
TO CONTRACTOR: Emmett Sapp Builder's Inc	CONTRACT DATE: 8-Dec-09
4430 NE 83rd Rd	CONTRACT FOR: \$5,389,945.00
Wildwood FL 34785	

The Contract is changed as follows: ESB Change Request #4 & #5 (Attached)
Inclement weather conditions delayed production by 7 days as shown on attachment. No cost associated to these delays.
We are requesting additional days added to our Substantial Completion date of August 13, 2010.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	\$5,389,945.00
Net change by previously authorized Change orders	(\$70,559.64)
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$5,319,385.36
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$0.00
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$5,319,385.36
The Contract Time will be (increased) decreased) (unchanged) by	7 Days
The date of Substantial Completion as of the date of this Change Order therefore is	20-Aug-10

KP Studio Architect P.A.

ARCHITECT

537 NE 8th Ave

Address

Ocala FL 34470

BY

Larry C. Krietemeyer - President

DATE

Emmett Sapp Builders Inc

CONTRACTOR

4430 NE 83rd Rd

Address

Wildwood FL 34785

BY

Emmett Sapp Jr. - President

DATE

Sumter County BOCC

OWNER

910 N Main St, Room #201

Address

Bushnell FL 33513

BY

Doug Gilpin - Chairman

DATE

CO #4

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request

To: Ed Plaster
KP Architect Studio
537 NE 8th Avenue
Ocala, FL 34470
Ph: (352)622-7163 Fax: (352)622-6556

Number: 4
Date: 3/3/10
Job: 09-39 Sumter County Service Center
Phone:

Description: Request for additional days due to rain delays

We are pleased to offer the following specifications and pricing to make the following changes:

Request for additional days due to rain delays -
January 8 - Rained all day
February 2 - Rain all morning until 1:30 PM
February 5 - Rain all afternoon starting at 1:00 AM
February 9 - Rain all afternoon starting at 11:30 AM
February 12 - Rain all day

No cost associated to these delays - we are only requesting additional days added to our Substantial Completion date of August 13, 2010

The total amount to provide this work is \$0.00
(Please refer to attached sheet for details.)

The schedule is not affected by this change.

If you have any questions, please contact me at (352)748-1949.

Submitted by: Shelton Crow
Emmett Sapp Builders, Inc.

Approved by: _____
Date: _____

Cc: Bill Miller, DOUG CONWAY (Sumter Co Board of Co Comm)

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request Price Breakdown
Continuation Sheet

Description:

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Subtotal:	\$0.00
	\$0.00
Total:	\$0.00

CO #4

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request

To: Ed Plaster
KP Architect Studio
537 NE 8th Avenue
Ocala, FL 34470
Ph: (352)622-7163 Fax: (352)622-6556

Number: 5
Date: 3/16/10
Job: 09-39 Sumter County Service Center
Phone:

Description: Rain Delay

We are pleased to offer the following specifications and pricing to make the following changes:

We are requesting two rain days - Thursday, March 11 and Friday March 12 - Rained all day both days and no work was preformed.

There is no additional cost associated to this request.

The total amount to provide this work is \$0.00
(Please refer to attached sheet for details.)

The schedule is not affected by this change.

If you have any questions, please contact me at (352)748-1949.

Submitted by: Shelton Crow
Emmett Sapp Builders, Inc.

Approved by: _____
Date: _____

Cc: DOUG CONWAY (Sumter Co Board of Co Comm), Bill Miller, Emmett Sapp (Emmett Sapp Builders, Inc.)

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request Price Breakdown
Continuation Sheet

Description:

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Subtotal:	\$0.00
	\$0.00
Total:	\$0.00

**SUMTER COUNTY BOCC
CHANGE ORDER FORM**

PROJECT: Sumter County Service Center CR 139	CHANGE ORDER NUMBER: 5
CR 139 Sumter County FL	DATE: 11-May-10
Wildwood FL 32162	ARCHITECT'S PROJECT NO.: 921
TO CONTRACTOR: Emmett Sapp Builder's Inc	CONTRACT DATE: 8-Dec-09
4430 NE 83rd Rd	CONTRACT FOR: \$5,389,945.00
Wildwood FL 34785	

The Contract is changed as follows: ESB Change Request #9 (Attached)

Delete wood door D119, hardware for wood door D119, frames for D125 and D126, and frame for D119.

Add aluminum frame - FR12, aluminum door/glazing - D119, aluminum frame - D125 and D126.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	\$5,389,945.00
Net change by previously authorized Change orders	(\$70,559.64)
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$5,319,385.36
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$4,830.00
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$5,324,215.36
The Contract Time will be (increased) decreased) (unchanged) by	0 Days
The date of Substantial Completion as of the date of this Change Order therefore is	20-Aug-10

KP Studio Architect P.A.

ARCHITECT

537 NE 8th Ave

Address

Ocala FL 34470

Emmett Sapp Builders Inc

CONTRACTOR

4430 NE 83rd Rd

Address

Wildwood FL 34785

Sumter County BOCC

OWNER

910 N Main St, Room #201

Address

Bushnell FL 33513

BY

Larry C. Krietemeyer - President

DATE

BY

Emmett Sapp Jr. - President

DATE

BY

Doug Gilpin - Chairman

DATE

CO #5

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request

To: Ed Plaster
KP Architect Studio
537 NE 8th Avenue
Ocala, FL 34470
Ph: (352)622-7163 Fax: (352)622-6556

Number: 9
Date: 4/16/10
Job: 09-39 Sumter County Service Center
Phone:

Description: Door & Frame Changes

We are pleased to offer the following specifications and pricing to make the following changes:

Delete Wood Door - D119
Delete Hardware for Door - D119
Delete HM Frames for D125 and D126
Delete HM Frame D119

Add Aluminum Frame - FR12
Add Aluminum Door/Galzing - D119
Add Aluminum Frame - D125 and D126

The total amount to provide this work is \$4,830.00
(Please refer to attached sheet for details.)

The schedule is not affected by this change.

If you have any questions, please contact me at (352)748-1949.

Submitted by: Shelton Crow
Emmett Sapp Builders, Inc.

Approved by: _____
Date: _____

Cc: Bill Miller

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

**Change Request 9 Price Breakdown
Continuation Sheet**

Description: Door & Frame Changes

Description	Labor	Material	Equipment	Subcontract	Other	Price
Deduct Wood Door D119		\$-216.00				\$-216.00
Deduct Hardware for D119		\$-320.00				\$-320.00
Deduct Frames D125 and D126		\$-846.00				\$-846.00
Adding Aluminum Frame FR12 and Door 119		\$2,753.00				\$2,753.00
Adding Frame 125		\$1,760.00				\$1,760.00
Adding Frame 126		\$1,760.00				\$1,760.00
Deduct Frame FR12 @ D119		\$-291.00				\$-291.00

	Subtotal:	\$4,600.00
\$4,600.00	5.00%	\$230.00
	Total:	\$4,830.00

**SUMTER COUNTY BOCC
CHANGE ORDER FORM**

PROJECT: Sumter County Service Center CR 139	CHANGE ORDER NUMBER: 6
CR 139 Sumter County FL	DATE: 11-May-10
Wildwood FL 32162	ARCHITECT'S PROJECT NO.: 921
TO CONTRACTOR: Emmett Sapp Builder's Inc	CONTRACT DATE: 8-Dec-09
4430 NE 83rd Rd	CONTRACT FOR: \$5,389,945.00
Wildwood FL 34785	

The Contract is changed as follows: ESB Change Request #17 (Attached)

Add site lighting to contract - includes supplying all labor, equipment and materials as required to complete this scope of work in its entirety. All work will be in compliance to the A/E site lighting design as furnished by KP Studio Architects. Cost for the A/E site lighting is not included in this proposal. The schedule is not affected by this change.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	\$5,389,945.00
Net change by previously authorized Change orders	(\$65,729.64)
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$5,324,215.36
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$52,379.25
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$5,376,594.61

The Contract Time will be (increased) decreased) (unchanged) by	0 Days
The date of Substantial Completion as of the date of this Change Order therefore is	20-Aug-10

KP Studio Architect P.A.

ARCHITECT

537 NE 8th Ave

Address

Ocala FL 34470

Emmett Sapp Builders Inc

CONTRACTOR

4430 NE 83rd Rd

Address

Wildwood FL 34785

Sumter County BOCC

OWNER

910 N Main St, Room #201

Address

Bushnell FL 33513

BY

Larry C. Krietemeyer - President

DATE

BY

Emmett Sapp Jr. - President

DATE

BY

Doug Gilpin - Chairman

DATE

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request

To: DOUG CONWAY
Sumter County Board of Comm
910 N Main St Room 201
Bushnell, FL 33513
Ph: 352-793-0200 Fax: (352)793-0207

Number: 17
Date: 5/5/10
Job: 09-39 Sumter County Service Center
Phone:

Description: Site Lighting

We are pleased to offer the following specifications and pricing to make the following changes:

Add Site Lighting to contract - includes supplying all labor, equipment and materials as required to complete this scope of work in its entirety. All work will be in compliance to the A/E site lighting design as furnished by KP Studio Architects

Cost for the A/E Site Lighting is not included in this proposal.

The total amount to provide this work is \$52,379.25
(Please refer to attached sheet for details.)

The schedule is not affected by this change.

If you have any questions, please contact me at (352)748-1949.

Submitted by: Shelton Crow
Emmett Sapp Builders, Inc.

Approved by: _____
Date: _____

Cc: Ed Plaster (KP Architect Studio), Emmett Sapp (Emmett Sapp Builders, Inc.)

Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD
WILDWOOD, FL 34785
(352) 748-1949

Change Request 17 Price Breakdown
Continuation Sheet

Description: Site Lighting

Description	Labor	Material	Equipment	Subcontract	Other	Price
Electrical Subcontractor - Site Lighting				\$49,885.00		\$49,885.00

Subtotal: \$49,885.00

\$49,885.00 5.00% \$2,494.25

Total: \$52,379.25

Emmett Sapp Builders Inc

4430 NE 83rd Road
Wildwood, FL 34785
Ph : 352-748-1949
Fax: 352-748-1065
www.emmettsappbuilders.com

Letter of Transmittal

To: DOUG CONWAY
Sumter County Board of Comm
910 N Main St Room 201
Bushnell, FL 33513
Ph: 352-793-0200 Fax: (352)793-0207
Subject: Change Request - 17: Site Lighting

Transmittal #: 331
Date: 5/5/2010
Job: 09-39 Sumter County Service Center

WE ARE SENDING YOU

<input type="checkbox"/> Attached	<input type="checkbox"/> Under separate cover via the following items:		
<input type="checkbox"/> Shop drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Plans	<input type="checkbox"/> Samples
<input type="checkbox"/> Copy of letter	<input type="checkbox"/> Change order	<input type="checkbox"/> Specifications	<input checked="" type="checkbox"/> Change Request

Document Type	Copies	Date	No.	Description
Change Request	1	5/5/10	17	Site Lighting

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> Resubmit ___ copies for approval |
| <input type="checkbox"/> For your use | <input type="checkbox"/> Approved as noted | <input type="checkbox"/> Submit ___ copies for distribution |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Returned for corrections | <input type="checkbox"/> Return ___ corrected prints |
| <input type="checkbox"/> For review and comment | <input type="checkbox"/> Other | |
| <input type="checkbox"/> FOR BIDS DUE | <input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US | |

Remarks: Site Lighting proposal from Village A/E is attached to this transmittal.

Copy To: Ed Plaster (KP Architect Studio), Emmett Sapp (Emmett Sapp Builders, Inc.), Bill Miller

From: Shelton Crow (Emmett Sapp Builders, Inc.)

Signature: _____

ESB CHANGE ORDER S	CO1	CO2	CO3	CO4	CO5	CO6
ORIGINAL CONTRACT	\$5,389,945.00	\$5,389,945.00	\$5,389,945.00	\$5,389,945.00	\$5,389,945.00	\$5,389,945.00
PREVIOUS	\$0.00	\$20,412.00	(\$72,298.60)	(\$70,559.64)	(\$70,559.64)	(\$65,729.64)
TOTAL	\$5,389,945.00	\$5,410,357.00	\$5,317,646.40	\$5,319,385.36	\$5,319,385.36	\$5,324,215.36
CO AMT	\$20,412.00	(\$92,710.60)	\$1,738.96	\$0.00	\$4,830.00	\$52,379.25
REVISED CONTRACT AMT	\$5,410,357.00	\$5,317,646.40	\$5,319,385.36	\$5,319,385.36	\$5,324,215.36	\$5,376,594.61
ORIGINAL CONTRACT	\$5,389,945.00					
CO1	\$20,412.00					
CO2	(\$92,710.60)					
CO3	\$1,738.96					
CO4	\$0.00					
CO5	\$4,830.00					
CO6	\$52,379.25					
TOTAL REVISED AMT	\$5,376,594.61					